Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501

Phone: 907.269.0350

Alaska Marijuana Control Board

Operating Plan Supplemental
Form MJ-03: Retail Marijuana Store

What is this form?

This operating plan supplemental form is required for all applicants seeking a retail marijuana store license and must accompany **Form MJ-01: Marijuana Establishment Operating Plan**, per 3 AAC 306.020(b)(11). Applicants should review **Chapter 306: Article 3** of the **Alaska Administrative Code.** This form will be used to document how an applicant intends to meet the requirements of the statutes and regulations.

If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020 and 3 AAC 306.315(2).

What additional information is required for retail stores?

Applicants must identify how the proposed establishment will comply with applicable regulations regarding the following:

- Prohibitions
- Signage and advertising
- Displays and sales
- Exit packaging and labeling
- Security
- Waste disposal

This form must be completed and submitted to AMCO's main office before any new or transfer application for a retail marijuana store license will be considered complete.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	The Herbal Cache LLC	**MJ License #:**	19277		
License Type:	Retail Marijuana Store				
Doing Business As:	The Herbal Cache LLC				
Premises Address:	158 Holmgren Place Suite 101				
City:	Girdwood	**State:**	Alaska	**ZIP:**	99587

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Section 2 – Overview of Operations

2.1. Provide an overview of your proposed facility's operations. Include information regarding the intake and flow of marijuana and marijuana product at your premises, and a description of what a standard customer visit to your establishment would entail:

The Herbal Cache LLC will receive marijuana or marijuana products from licensed cultivators, manufactures, and retail stores throughout alaska. Once a package is received it will be weighed/ counted. A travel manifest and receipt will be signed, and packages will be accepted into METRC. Once in the point of sale system, marijuana will be weighed, labeled, and packaged into smaller child resistant containers. After marijuana and marijuana products are packaged and labeled they will be put on the shelves in the retail room. Marijuana and marijuana products will be displayed within glass cabinets for customers to view.

A standard customer visit to The Herbal Cache LLC would entail walking in and immediately getting ID verified. After confirmation the customer is of legal age they would be helped by a budtender to inform, guide, and facilitate the customers purchase. Upon checkout budtender would make sure all marijuana and marijuana products are packaged in childproof packaging and if not, make sure they are placed in a sealed childproof bag.

Section 3 – Prohibitions

Review the requirements under 3 AAC 306.310.

3.1. Describe how you will ensure that the retail marijuana store will not sell, give, distribute, or deliver marijuana or marijuana product to a person who is under the influence of an alcoholic beverage, inhalant, or controlled substance:

The Herbal Cache LLC will require all employees to have their "marijuana handler's permit" which will include training on how to recognize if a person in under the influence of an alcoholic beverage, inhalant, or controlled substance. The Herbal Cache LLC will have strict disciplinary action for any employee knowingly selling, giving, or distributing or delivering marijuana to a person under the influence.

3.2. I certify that the retail marijuana store will not:	Initials
a. sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product in a quantity exceeding the limit set out in 3 AAC 306.355;	BC
b. sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product over the internet;	BC
c. offer or deliver to a consumer, as a marketing promotion or for any other reason, free marijuana or marijuana product, including a sample;	BC
d. offer or deliver to a consumer, as a marketing promotion or for any other reason, alcoholic beverages, free or for compensation; or	BC
e. allow a person to consume marijuana or a marijuana product on the licensed premises.	BC

Answer "Yes" or "No" to the following question:	Yes	No
3.3. Do you plan to request future approval of the Marijuana Control Board to permit consumption of marijuana or marijuana product in a designated area on the proposed premises?	☐	☑

License #_____

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Section 4 – Signage and Advertising

Review the requirements under 3 AAC 306.360 and 3 AAC 306.365. All licensed retail marijuana stores must meet minimum standards for signage and advertising.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

4.1. I understand and agree to follow the limitations regarding the number, placement, and size of signs on my proposed establishment, set forth in 3 AAC 306.360(a). BC

4.2. The retail marijuana store will not use giveaway coupons as promotional materials, or conduct promotional activities such as games or competitions to encourage the sale of marijuana or marijuana products. BC

4.3. All advertising for marijuana or marijuana product will contain the warnings required under 3 AAC 306.360(e). BC

4.4. I understand and agree to post, in a conspicuous location visible to customers, the notification signs required under 3 AAC 306.365. BC

4.5. I certify that no advertisement for marijuana or marijuana product will contain any statement or illustration that:

- **a. is false or misleading;** BC
- **b. promotes excessive consumption;** BC
- **c. represents that the use of marijuana has curative or therapeutic effects;** BC
- **d. depicts a person under the age of 21 consuming marijuana; or** BC
- **e. includes an object or character, including a toy, a cartoon character, or any other depiction designed to appeal to a child or other person under the age of 21, that promotes consumption of marijuana.** BC

4.6. I certify that no advertisement for marijuana or marijuana product will be placed:

- **a. within 1,000 feet of the perimeter of any child-centered facility, including a school, childcare facility, or other facility providing services to children, a playground or recreation center, a public park, a library, or a game arcade that is open to persons under the age of 21;** BC
- **b. on or in a public transit vehicle or public transit shelter;** BC
- **c. on or in a publicly owned or operated property;** BC
- **d. within 1,000 feet of a substance abuse or treatment facility; or** BC
- **e. on a campus for postsecondary education.** BC

Section 5 – Displays and Sales

5.1. Describe how marijuana and marijuana products at the retail marijuana store will be displayed and sold:

Marijuana and marijuana products will be displayed in the display counters and behind the display counter (a restricted access area). All items for sale will be packaged by the store or the store's suppliers in opaque, resealable, child-resistant packaging when the purchaser leaves the retail premise. All packaging will be in compliance with 3 AAC 306.345: 3 AAC 306.470(1)(B).

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Section 6 – Exit Packaging and Labeling

Review the requirements under 3 AAC 306.345.

6.1. Describe how the retail marijuana store will ensure that marijuana and marijuana products sold on its licensed premises will meet the packaging and labeling requirements set forth in 3 AAC 306.345(a):

All packaging will have a label affixed to each package that:
1) Identify The Herbal Cache LLC as the selling store with our logo and licence number
2) States the total estimated amount of THC in the labeled product
3) Contains the following statements:
A) "Marijuana has intoxicating effiects and may be habit forming and addictive"
B) "Marijuana impairs concentration, coordination, and judgment. Do not operate a vehicle or machinery under its influence"
C) "There are health risks associated with consumption of marijuana"
D) "For use only by adults twenty-one and older. Keep out of the reach of children"
E) "Marijuana should not be used by women who are pregnant or breast feeding"
See Addendum, page 6, for additional information.

6.2. Provide a sample label that the retail marijuana store will use to meet the labeling requirements set forth in 3 AAC 306.345(b):

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Section 7 – Security

Review the requirements under 3 AAC 306.350 and 3 AAC 306.720.

7.1. Describe the retail marijuana store's procedures for ensuring a form of valid photographic identification has been produced before selling marijuana or marijuana product to a person, as required by 3 AAC 306.350(a):

Upon entry, the Herbal Cache LLC will have an employee check all persons for a valid form of identification displaying that they are 21 years of age or older. Employees will be trained on how to recognize altered and fake identification through the marijuana handler's course. The Herbal Cache LLC will have a strict policy on ID checks. Any employee that fails to check a customer's ID will face strict disciplinary action, which may include possible suspension or termination.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

7.2. The video surveillance and camera recording system for the licensed premises covers each point-of-sale area. BC

Section 8 – Waste Disposal

Review the requirements under 3 AAC 306.740.

8.1. Describe how you will store, manage, and dispose of any marijuana waste, including expired marijuana or marijuana products, in compliance with any applicable laws. Include details about the material(s) you will mix with ground marijuana waste and the processes that you will use to make the marijuana waste unusable for any purpose for which it was grown or produced:

The Herbal Cache LLC will store any marijuana or marijuana product waste in a locked cabinet located in the restricted access area. Once product is in the cabinet an owner or manager will give three days notification to the Alcohol Marijuana Control Office before wasting any products. Three days after notification to the Alcohol Marijuana Control Office a manager or authorized employee will dispose of all marijuana or marijuana products by grinding up all marijuana and mixing them with equal parts dirt under video surveillance. The Herbal Cache LLC authorized agent will record the waste in the marijuana inventory tracking system required under 3 AAC 306.730.
Upon successful wasting, the marijuana/dirt mixture will be brought directly to the Girdwood Transfer Station to dispose of the marijuana waste that has been rendered unusable. A record of the final destination and date will be recorded on a waste log and kept for a minimum of three years 3 AAC 306.740.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

8.2. The retail marijuana store shall give the board at least three days written notice required under 3 AAC 306.740(c) before making marijuana waste unusable and disposing of it. BC

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee

Brent Carse

Printed name of licensee

GIRDWOOD, AK 99587 MAR 13 2019 USPS

Joyce L Kiava Postmaster

Notary Public in and for the State of Alaska

My commission expires: "Term"

Subscribed and sworn to before me this 13th day of March, 2019.

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(Additional Space as Needed):

6.1

The Herbal Cache will make sure all marijuana sold on premise are packaged and labeled in compliance with 3 AAC 306.470 and 3 AAC 306.475. The Herbal Cache LLC will make sure any marijuana product sold on its licensed premises is packaged and labeled in compliance with 3 AAC 306.565 and 3 AAC 306.570. Any marijuana or marijuana products will be packaged in opaque, resealable, child-resistant packaging when the customer leaves the retail section of the licensed premise. Packaging will be designed to be significantly difficult for children under five years old, but not normally dificullt for adults to use properly.

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